



**Mansfield**  
Community Center  
*Family, Fitness & Fun!*



**Mansfield Community Center**  
10 South Eagleville Road  
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[www.mansfieldcc.com](http://www.mansfieldcc.com)

# Member Information Guide

November 2015



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## Welcome

Sincerely,



Curt A. Vincente, CPRP  
Director of Parks & Recreation

## MEMBER REWARDS PROGRAM

Being a member has its rewards!

All members of the Mansfield Community Center are automatically enrolled in our Member Rewards Program. This program is structured to reward members for being active participants at the Community Center.

### How to Earn Member Rewards

Become an annual member and automatically earn \$10 Rewards Points

Refer a friend/neighbor from a different household who becomes a member and earn \$10 Rewards Points

Every 50 visits to the Community Center you earn \$10 Rewards Points. (\$0.20/visit!)

Renew your membership for another year and earn \$10 Rewards Points

### WHAT CAN I GET WITH MY REWARDS POINTS?

- Reduce cost of membership renewals
- Community Center apparel and merchandise
- Reduce cost of facility and party rentals
- Reduce cost of programs
- Reduce cost of personal and group training
- Reduce daily visit fees for guests

This program can be very rewarding. Be sure to check with Community Center staff for current member rewards specials and new redemption opportunities. Rewards points are automatically maintained within each household account.

If you have any questions, please visit the Mansfield Parks and Recreation office in the Community Center or call (860) 429-3015.

## Facility Rentals

We are pleased to offer several multi-purpose activity rooms at the Community Center for various programs and meetings.

### MULTI-USE ROOMS INCLUDE:

- Community Room & Kitchen
- Arts & Crafts Room
- Conference Room
- Teen Center
- Dance/Exercise Studio
- Gymnasium
- Pool



Each room has separate rental fees and policies. In general, all facility rentals must be requested in writing using the appropriate rental form at least two weeks in advance, and the rental fee must be paid at the time of request. Requests with shorter notice may be accommodated, but granting the request is dependant upon availability and staffing. Long term rentals are not available.

The Parks and Recreation Department offers rental options at several outdoor facilities such as pavilions and playing fields and offers equipment rentals including kayaks, badminton and volleyball sets.

Please see our facility rental guide, available at the Reception Desk, for additional rental details.

## Party Rentals

Make the Mansfield Community Center host of your next party! There are several great options for you to choose from to make your event exactly what you want and need.

### PARTY PACKAGES:

- Splash Pool Party
- Fun and Games Gym Party
- Inflatable Slide Party
- Indoor Sports Party
- Pre-School Party
- Sweet Emotions Candy Party

Please see our current Birthday Party Package form for up-to-date pricing and availability.



The Community Center also rents our multi-use rooms for anniversaries, showers, retirement parties, family reunions, graduation parties and more! Please contact the Community Center at (860) 429-3015 for rental options and availability.



## Community Center Hours

The Community Center's amenities are available seven days a week during listed hours. Please complete your recreation activities with ample shower and changing time prior to the closing hour.

### MONDAY-FRIDAY

5:30 a.m.-9 p.m.

### SATURDAY

6:30 a.m.-8 p.m.

### SUNDAY

8 a.m.-8 p.m.

### HOLIDAY HOURS

9 a.m. -5 p.m.

New Years Day

Memorial Day

Easter

Independence Day (4th of July)

Labor Day

### HOLIDAY EARLY CLOSINGS

NORMAL OPEN, CLOSE AT 5 p.m.

Christmas Eve

New Years Eve

### HOLIDAY CLOSINGS

Christmas

Thanksgiving

All hours of operation will be reviewed periodically to best meet the needs of the community and best serve our members. In order to maintain a high level of service, the Town of Mansfield reserves the right to "shut down" the facility for annual comprehensive cleaning and maintenance, if needed.

This may be one day or up to one week annually. Every effort will be made to inform you well in advance if this procedure is necessary. We will try to target the Community Center's lowest user time of year for this operation.

## PARKS AND RECREATION DEPARTMENT & COMMUNITY CENTER STAFF

Curt Vincente, Director of Parks & Recreation

Jay O'Keefe, Assistant Director of Parks & Recreation

Jennifer Kaufman, Natural Resources &

Sustainability Coordinator

Stephanie Huber, Recreation Supervisor-Aquatics

Jessica Tracy, Recreation Supervisor-Health & Fitness

Amanda Wilde, Member Services Coordinator Jared

Redmond, Recreation Coordinator

Lynda Lambert, Administrative Services Specialist Janet

Avery, Receptionist

Steven Cosgrove, Head Custodian

James Blair-Schub, Custodian

## Membership Includes

• Pools—6-lane/ 25-yard Pool & Therapy Pool  
• Cardiovascular and Strength Equipment  
• Community Room  
• Daily Locker Usage  
• Dance & Exercise Studio  
• Discounted Programs  
• Family Changing Rooms  
• Free Coffee and Tea until noon daily  
• Free Family Fun Nights  
• Free Parking  
• Free Starting Strong Fitness Orientation Program  
• Guest Passes  
• Gymnasium  
• Workshops, Seminars and Lectures  
• Special Events  
• Professional Staff  
• Selectorized Strength Equipment  
• Teen Center  
• Walking and Jogging Track



### SERVICES AVAILABLE FOR AN ADDITIONAL CHARGE

• Adult, Youth and Pre-School Programs  
• Birthday Party Packages  
• Child Care  
• Facility Rentals  
• Fitness Assessments  
• Group Fitness Classes (land and water)  
• Personal Training  
• Specialized Programs  
• Swim Lessons (group or private)

## Mansfield Community Center Policies

The Mansfield Community Center is designed to be a facility that provides members of all ages and abilities with a comfortable recreational environment. To maintain this enjoyable atmosphere we ask that all members and visitors abide by the following facility guidelines and policies. Detailed policies will be posted in specific areas of the facility.



### MEMBER HEALTH & SAFETY

The Mansfield Community Center encourages and supports the safety, health and welfare of the community. The Community Center reserves the right to determine whether a person's membership places the health or safety of the member, or other members, in jeopardy. This may include requiring doctor's clearance to begin or continue membership. If management determines that there is that risk, membership may be suspended or terminated. A member whose membership is terminated or suspended has the right to contest the decision and request a prorated refund for their membership fee.

While we know that exercise is a good thing, serious health consequences may occur from excessive or improper exercise. All Community Center members are urged to consult a qualified physician to help determine the proper level of exercise before beginning or increasing the intensity of any exercise program.

## Gymnasium

The gymnasium is designed for multi-use activities such as basketball, volleyball, futsal(soccer), family gym time and special community events.

- Inappropriate use of equipment is not permitted.
- No food or beverages are allowed in the gym, with exception of water or refreshments during designated community special events.
- Proper attire including non-marking shoes, shorts/pants and shirts must be worn at all times.
- Unless otherwise posted on the daily events calendar, court use is not exclusive to any one user group.
- Court rentals are permitted at designated times only and must be formally reserved. They are available for a fee on a first-come, first-served basis. When appropriate, members will be given priority for court reservations.
- Please be considerate of fellow participants in the gymnasium and on the track and report any unsportsmanlike behavior to staff.
- Limited equipment may be checked out for the duration of your visit at the Reception Desk.
- Team practices of any type will not be permitted without written approval or confirmed reservation from facility staff.



## Locker Rooms

For your convenience, both family changing rooms and gender appropriate locker rooms are available. Both are equipped with daily use lockers, showers, changing areas and bathroom facilities.

**The Community Center is not responsible for lost or stolen items.**

- Members are strongly encouraged to lock their personal belongings in a locker while using the facility.
- All lockers are for daily use only. For member safety and convenience, locks are not permitted to remain overnight. Any locks left on the lockers overnight will be removed and the contents will be placed in the lost and found.
- Half of the lockers in the Men's & Women's Locker Room have built in locks. A key can be checked out for the duration of your visit at the Reception Desk. Members may also provide their own locks.
- Locker areas must be cleared by 9 p.m. Monday thru Friday and 8 p.m. Saturday and Sunday so the facility can be secured for the night in a timely manner.
- Family changing rooms are intended for use by families with young children or by adults with a special need. Others are asked to use the gender appropriate locker rooms.
- Unauthorized use of a family changing room may result in temporary or permanent loss of facility privileges.
- No cameras, video cameras or cell phones are allowed in the locker rooms.

## Fitness Center

- Members and guests must be at least 14 years of age to use the fitness center. Friday from 5-10pm and Saturday & Sunday from 3-8pm youth ages 10-13 may utilize select cardiovascular equipment with proper parental supervision. Additionally, they may utilize our Youth Resistance Training program during the above hours as long as they have completed the Youth Resistance Training Orientation. (See current brochure for more info.)
- Children under 14 may not wait for their parent or guardian upstairs while they complete their workout or class.
- Proper exercise attire is required. Jeans are not permitted, and a shirt must be worn at all times.
- Please adhere to all posted policies regarding equipment use.
- Proper footwear is required, no open-toed shoes, boots, or sandals please.
- Sign-ups for cardio equipment is required for up to 45 minutes.
- No food is permitted in the fitness area. Only water is permitted.
- Coats, bags, purses, and other personal property must be stored in appropriate areas such as lockers or cubbies. Items may not be left on the fitness center floor or in the hallways. Personal items left unattended will immediately be taken to the facility lost and found.
- **IT IS STRONGLY RECOMMENDED THAT ANY PERSONAL ITEMS AND VALUABLES BE LOCKED IN A LOCKER.** Keys are available at the Reception Desk for daily use lockers.

## Indoor Track

- The track is intended for walking and jogging. Please be considerate of all participants while using the track.
- The track is available only to those ages 14 and over, except during designated family track hours.
- No skateboards, roller blades or other non-walking or jogging equipment will be permitted on the track.
- Use locker room area, cubbies and coat racks for personal items. Please do not leave any bags, coats or personal belongings in the track area.
- The walking/jogging direction is posted and changes daily.
- Inner lane of track is for walking and the outer lane is for jogging and passing.
- No strollers or baby walkers are permitted on the track or in fitness area.
- No food, candy or gum is permitted in the track area. Only water is permitted.
- Please be courteous of the gym activities taking place below the track area.

### DANCE/EXERCISE STUDIO

- The Dance/Exercise Studio is used for various scheduled fitness and dance classes.
- The studio is open for general use when classes are not in session.
- Please do not use the spin bikes when not in a spinning class. There are spin bikes available for general use on the track.
- Only water is permitted in the studio.
- No food, candy or gum is permitted in the studio.

## General Policies

- Membership cards must be scanned at the reception desk upon arriving at the facility.
- All guests must register at the reception desk.
- Membership cards or ID bracelets must be visible at all times while in the facility. Swimmers are welcome to keep membership cards with their towels on the pool deck.
- Lost or stolen cards must be reported to the reception desk. A \$3.00 fee will be charged for replacements.
- Please keep all food in the sitting room and vending machine areas only. Water is allowed throughout the building.
- Smoking and tobacco products are prohibited throughout the entire facility and grounds including all restrooms, front entrance area and parking lots.
- Facility staff may suspend or terminate facility privileges for anyone who is disrespectful, uncooperative, or who displays any other behavior/action that undermines the positive experience of patrons or the authority of staff.
- Cell phone use is banned in specific areas of the Community Center. These "Cell Phone Free Zones" include: all locker rooms and restrooms. Cell phones can be used in all other areas of the Community Center. We ask that all cell phone users be respectful of other members.
- If you find abuse of any Community Center policy, please bring it to staff attention immediately.
- Lost and Found is located on the pool deck.

### INCLEMENT WEATHER POLICY

You will not be called. All Community Center scheduled classes, activities, and child care hours will remain on schedule unless listed on our cancellation info line, (860) 429-3015, option 4. General cancellation announcements will be made on WFSB-TV and posted on the WFSB web site, the Community Center's website and Facebook page. Facility hours may also be limited. Please check the Community Center's status prior to traveling.

### FACILITY AGE REQUIREMENTS

- Children ages 8-11 may use age appropriate facilities independently provided their guardian (14+) is in the building.
- Children age 12 and over may use age appropriate facilities independently.
- All minors (under age 18) are limited to visiting the facility for no longer than 4 hours per day without a parent or guardian.
- Members and guests must be at least 14 years old to use the fitness equipment and track, except during designated family use times. Please see information on Youth Fitness Policy in Fitness Center information for details on usage times for youth ages 10-13.
- Children 5 years of age or older must use gender appropriate locker rooms. There are family changing rooms for your convenience.

# Indoor Aquatic Center

- All patrons must shower before entering the pools as required by Connecticut health code.
- Children 5 years and under must be accompanied into the water by an adult (18 years or older) who is within arms reach.
- Children 6-8 years old who have passed a swim test must be accompanied by an adult (18 years or older) who remains with them in the pool area.
- Children who are 9 and over who have passed a swim test are allowed into the pool and pool area without an adult.
- Life jackets and life vests (including swim suits with foam inserts) are permitted in the pool. Any child/patron wearing a life jacket or life vest must be accompanied into the water by an adult (18 years or older) and must be within arms reach. No noodles, inflatables, swimmies, or water wings are allowed. Any patron wearing a life jacket or life vest is NOT permitted to use the diving board. Other floatation devices are considered at the discretion of the Aquatic Director or Manager on Duty.
- Noodles, aqua belts and aqua dumbbells are permitted for water exercise/therapy only.
- Children who are not yet toilet trained must wear appropriate swim diapers, no exceptions.
- Proper swimming attire is required. No casual clothing, jeans or t-shirts are allowed.
- Kickboards, pull buoys and training paddles are available for use.
- Masks, snorkels and fins are allowed for lap swimming ONLY.

## Indoor Aquatic Center Continued

- Adults may NOT catch children off the diving board or provide assistance on the board.
- Questionable swimmers may be asked to take a swim test consisting of one comfortable 25-yard length of front crawl to prove ability.
- Main Pool Temperature: 80-82 degrees  
Therapy Pool Temperature: 92-94 degrees



## TEEN CENTER

- The Teen Center is free to students in grades 6-12.
  - All Teen Center participants must complete a registration form signed by a parent or guardian prior to utilizing the Teen Center.
  - All Teen Center members must sign in and out during their daily visits and have their ID badges visible.
  - Teen Center is available for adults and families during non-supervised hours. Adults (18 years or older) must stay with children.
  - Teen Center members under the age of 12 may use the facility independently during Middle School designated times. They must remain in the Teen Center with the exception of trips to the bathroom and vending machines.
- ### Supervised Hours
- Grades 6-12:** Mon. & Wed.: 3-6 p.m.  
Tues., Thurs. & Sat.: 2-6 p.m.  
Fri.: 2-9 p.m.

## SITTING ROOM

- The sitting room is open to Community Center members and the general public at no cost.
- Internet access is available for use but limited to 30 minute blocks of time during busy periods.
- Complimentary coffee and tea will be available every day until noon.
- Free Wi-Fi access is available in the Community Center for those wishing to use it.
- A detailed list of prohibited behavior is posted in the Sitting Room.

## CHILD CARE SERVICES

We welcome you to enjoy the numerous leisure opportunities that the Mansfield Community Center offers while our professionally trained child care staff provide your child(ren) with a positive and fun environment.

### Hours\*

**Mon. & Tues.:** 8:30 a.m.-1:30 p.m. & 4:15-8 p.m.  
**Tues. & Thurs.:** 8:30 a.m.-1:30 p.m. & 4:30-7:30 p.m.  
**Fri. & Sat.:** 8:30 a.m.-1:30 p.m.  
**Sun.:** 8:30 a.m.-12:30 p.m.

\*Hours may change seasonally due to usage patterns. See updated schedule for current hours.

Ages: 1-7 years old

Fees: \$3/hour for members

\$4/hour for non-members

Fees may be paid daily or members may purchase punch cards. Fees are subject to change, please see reception desk for current rates.

## CHILD CARE POLICIES

- Space available on a first-come, first-served basis to members and daily guests.
- On the occasion that the child care area reaches capacity, a sign will be posted and you may place your child's name on the waiting list.
- Maximum time allowed per visit is 2 hours.
- Parents must remain inside the facility the entire duration of their child's visit to the Child Care Room.
- Please label all of your child's belongings.
- The Child Care Room has age-appropriate toys. For safety and hygienic reasons, we ask that children refrain from bringing their own toys to child care.
- Sick children must stay at home so sickness isn't spread to other children or staff.
- Children will be released ONLY to those individuals who dropped them off.
- Outside snacks may be sent to child care with your child. Please check package labels to make sure there are no peanut products and that they have not been manufactured in a facility where peanut products are also produced.
- If your child is in diapers or pull-ups, please label and leave extras. If your child needs to be changed and you did not leave an extra diaper, you will be charged. Please bring your child into child care freshly diapered.

